



ISI Independent
Schools
Inspectorate

Report for a Material Change Visit

Barfield Prep School

May 2022

School's details

School name	Barfield Prep School			
DfE number	936/6308			
Registered charity number	309639			
Address	Barfield Prep School Runfold Guildford Road Farnham Surrey GU10 1PB			
Telephone number	01252 782271			
Email address	admin@barfieldpst.org			
Headteacher	Mr Andrew Boyle			
Proprietor	Prep Schools Trust			
Age Range	2 to 11			
Number of pupils on roll	238			
	EYFS	108	Lower school	50
	Upper school	80		
Date of visit	25 May 2022			

1. Introduction

Characteristics of the school

- 1.1 Barfield Prep School is an independent co-educational day school. Since 2016 it has been part of the Cothill Trust, now known as the Prep Schools Trust, which has oversight. The school operates as a charitable trust, supported by an advisory group. The school has 14 pupils who require support for special educational needs and/or disabilities (SEND), of whom none has an education, health and care plan. One pupil speaks English as an additional language (EAL). The school's previous inspection was a regulatory compliance inspection in February 2019.

Purpose of the visit

- 1.2 This was an announced material change visit at the request of the Department for Education (DfE) to assess the school's proposal to increase its capacity to 348. The visit focused on the school's compliance with the Education (Independent School Standards) Regulations 2014 (ISSRs) and the requirements of the Early Years Statutory Framework.

Regulations which were the focus of the visit	Team judgements
Part 3, paragraph 7 (safeguarding)	Met
Part 3, paragraph 11 (health and safety)	Met
Part 3, paragraph 12 (fire safety)	Met
Part 3, paragraph 14 (supervision of pupils)	Met
Part 3, paragraph 16 (risk assessment)	Met
Part 4, paragraph 18–21 (suitability of staff, supply staff and proprietors)	Met
Part 5, paragraphs 23–29 (premises and accommodation)	Met
Part 6, paragraph 32 (provision of information)	Met
Part 8, paragraph 34 (leadership and management)	Met

2. Inspection findings

Welfare, health and safety of pupils – safeguarding [ISSR Part 3, paragraph 7]

Safeguarding policy

- 2.1 The school meets the requirements.
- 2.2 The school has an appropriate policy for safeguarding which provides suitable arrangements to safeguard and promote the welfare of pupils at the school.

Safeguarding implementation

- 2.3 The school meets the standard.
- 2.4 Arrangements to safeguard and promote the welfare of pupils, including children in the EYFS, are implemented effectively. The school ensures a culture of listening to pupils. Pupils confirm that they have a variety of people to whom they can turn to for support. The school ensures that pupils receive a response when they express concerns, and that appropriate action is taken where necessary. This was confirmed during interviews with pupils and staff and by records of safeguarding. Staff understand the different types of child-on-child abuse. Pupils are given suitable guidance on staying safe online and the school has sufficient filtering and monitoring procedures in place to ensure appropriate use of technology at all times.
- 2.5 The school communicates concerns to relevant outside agencies effectively. It takes prompt action where concerns are raised or incidents occur. All staff, including those in positions of responsibility, are suitably trained in line with locally agreed procedures. Interviews with staff and leaders confirm they fully understand their role in safeguarding with regard to identifying, reporting and investigating potential abuse, including concerns at a low level. The safeguarding policy contains suitable guidance about reporting low-level concerns about staff and this is understood by staff. Records show that staff report any safeguarding concerns to the appropriate person in a timely fashion. Safeguarding is effectively managed. Suitable arrangements exist to handle allegations against adults working with pupils and these are implemented effectively, including liaison with external agencies. There is an appropriate staff code of conduct and suitable arrangements for whistleblowing. Interviews with staff confirmed suitable understanding of these and willingness to act appropriately should the need arise.
- 2.6 The proprietor maintains appropriate oversight of safeguarding procedures with the support of a local advisory board of trustees, completing sufficiently regular reviews of safeguarding policy and practice effectively. The safeguarding team are sufficient in number and expertise to support effective safeguarding for an increased number of pupils.

Welfare, health and safety of pupils – health and safety [ISSR Part 3, paragraph 11]

- 2.7 The school meets the standard.
- 2.8 The proprietor ensures that the written health and safety policy is implemented effectively to ensure compliance with the relevant health and safety laws. The policy and related materials provide staff with suitable guidance on health and safety matters. Appropriate records are kept of relevant health and safety checks, including those completed for the newly refurbished part of the main school building. Matters of health and safety are regularly reviewed and monitored by the health and safety committee and reported to the local advisory governors and proprietor for further review. The newly refurbished premises meet relevant health and safety requirements.

Welfare, health and safety of pupils – fire safety [ISSR Part 3, paragraph 12]

- 2.9 The school meets the standard.
- 2.10 The proprietor ensures compliance with the Regulatory Reform (Fire Safety) Order 2005. An appropriate fire risk assessment in place, drawn up by a suitably qualified person. The school has implemented the required actions suitably and keeps the assessment under review. There are appropriately trained competent persons on site and a suitable number of staff are trained effectively to support fire evacuation procedures. Records show fire evacuations take place regularly, pupils confirm they understand the correct procedures. Records show appropriate installation and maintenance of fire detection and firefighting equipment, including in the newly extended and refurbished part of the school.

Welfare, health and safety of pupils – supervision of pupils [ISSR Part 3, paragraph 14]

- 2.11 The school meets the standard.
- 2.12 Discussions with pupils and staff together with observations of break time, confirm that appropriate numbers of staff are suitably deployed to ensure adequate supervision of pupils. Plans seen for proposed changes to play spaces and increases in staffing indicate that sufficient attention has been given to planning for the appropriate supervision of an increased numbers of pupils of different ages. This makes it likely that the standard will continue to be met when pupil numbers are increased.

Welfare, health and safety of pupils – risk assessment [ISSR Part 3, paragraph 16]

- 2.13 The school meets the standard.
- 2.14 The proprietor ensures that the welfare of pupils at the school is safeguarded and promoted by the drawing up and effective implementation of a written risk assessment policy. The school has a broad understanding of risk assessment and assessments of risk have been completed for all relevant aspects of the school premises. Risk assessments are made for school activities, including trips. The school has assessed risks associated with increasing the number of pupils so that it is likely that the standard will continue to be met when such an increase occurs.

Suitability of staff, supply staff and proprietors [ISSR Part 4, paragraphs 18–21]

- 2.15 The school meets the standards.
- 2.16 The school makes appropriate checks to ensure the suitability of staff, supply staff and proprietors, and a register is kept as required.

Premises and accommodation [ISSR Part 5, paragraphs 23–29]

- 2.17 The school meets the standards.
- 2.18 The school premises, including those areas recently refurbished, provide suitable toilet and washing facilities, for the sole use of pupils. Plans seen show that further changes to current facilities, planned to be completed for the Autumn term of 2022, will provide sufficient and suitable additional toilet and changing facilities for the proposed increased number of pupils. The school provides appropriate accommodation for the medical examination and treatment of pupils and for the short-term care of sick pupils. The proprietor ensures that the school premises and the accommodation and facilities provided therein are maintained to a standard such that, so far as is reasonably practicable, the health, safety and welfare of pupils is ensured. This was confirmed by a tour of the school premises. At

interview, staff and pupils confirmed that, in their experience, all matters of maintenance are dealt with satisfactorily and swiftly. The proprietor ensures that the acoustic conditions of the school facilities and that the internal and external lighting are suitable. Suitable drinking water facilities, clearly marked as such, are provided. The school has ensured that there is suitable outdoor space for physical education to be provided to pupils and for pupils to play outside. Plans, and discussion with senior leaders and the proprietor show that all aspects of the school premises and accommodation are suitable to make it likely that the standards will continue to be met with the increase in pupil numbers.

Provision of information [ISSR Part 6, paragraph 32(1)(c)]

2.19 The school meets the requirements for providing information relating to safeguarding to parents. Particulars of the arrangements for safeguarding are published on the school's website.

Quality of leadership and management [ISSR Part 8, paragraph 34]

2.20 The school meets the standard.

2.21 The proprietor ensures that the leadership and management demonstrate good skills and knowledge, and fulfil their responsibilities effectively, so that all the other standards are consistently met, and they actively promote the educational well-being of the pupils. Suitable planning for the increase in pupil numbers has been executed effectively to make it likely that the standards will continue to be met.

3. Recommendation with regard to material change request

- 3.1 It is recommended that the school's request for an increase in capacity to 348 is granted. The proprietor has made suitable arrangements to ensure that suitable health and safety, fire safety and risk assessment procedures are in place for the school buildings including those recently refurbished to accommodate the increase in numbers. The premises, accommodation and staffing are suitably resourced and maintained to meet the needs of the number of pupils, including the needs of children in the EYFS setting. Plans envisage that the pupil numbers will increase over the next few years. This is likely to be accommodated and staffed effectively.

4. Summary of evidence

- 4.1 The inspector held discussions with the head, senior leaders and other members of staff and met with the proprietor. She visited different areas of the school and talked with groups of pupils. She scrutinised a range of documentation, records and policies.